



Scope of Work – Periodic Review of Island County Shoreline Master Program

The Island County Shoreline Master Program (SMP) was originally approved and adopted on June 26, 1976. The County's SMP has been amended several times since its initial adoption, including updates in 1985, 1992 and 2001. Island County adopted its most recent Comprehensive Update to the SMP in January 2016, after a five-year update process. Subsequent periodic reviews of SMPs are required by the State to be conducted every 8 years. Island County's state required deadline for a periodic review of the SMP is June of 2020. However, Island County's participation in the Department of Ecology Shorelands Grant extends the final deadline to June of 2021 and will provide the County with an extra year to complete work.

The periodic review is distinct from the comprehensive updates required by RCW [90.58.080\(2\)](#). The presumption in the comprehensive update process was that all master programs needed to be revised to comply with the full suite of ecology guidelines. In contrast, the purpose and scope of the periodic review as established by the act is to:

- assure that the master program complies with applicable law and guidelines in effect at the time of the review;
- assure consistency of the master program with the local government's comprehensive plan and development regulations; and
- incorporate amendments that reflect changed circumstances, new information, or improved data.

The following scope of work outlines the County's approach to conducting the 2020 periodic review of the SMP.

Department of Ecology Shoreline Master Program Grant

Island County has been awarded an \$84,000 grant to conduct the periodic review of the Shoreline Master Program. The grant is characterized by the following tasks.

1. Project Oversight: Coordination, Management, and Administration - \$2,100

Task 1 involves coordinating with Ecology throughout the SMP review process, including providing Ecology opportunities to review draft deliverables at appropriate intervals. Ecology will provide ongoing technical assistance, and will evaluate the consistency of deliverables with the Shoreline Management Act. Island County will also coordinate with other applicable federal state, and local agencies, neighboring jurisdictions, and Indian tribes. Project management activities will include project scheduling, adhering to the scope of work, and submitting progress reports.



2. Secure Consultant Services – Locally Funded

Task 2 involves entering into a contract with the selected consultant and preparing a sub agreement in accordance with the scope of work of the grant.

3. Public Participation – Locally Funded

Task 3 involves preparing and disseminating a public participation plan to invite and encourage public involvement and then subsequently implementing the plan throughout the course of the SMP periodic review process

4. Review Shoreline Master Program and Draft Revisions, If Needed - \$72,900

Task 4 involves reviewing amendments to chapter 90.58 RCW, Ecology rules, the comprehensive plan and development regulations to determine if amendments to the SMP are needed to maintain compliance. Analysis deemed necessary to address changing local circumstances and new information or improved data will also be conducted. Any necessary amendments will then be drafted.

5. Final Draft SMP - \$5,000

Task 5 involves conducting a local public review process on the final draft SMP.

6. Additional Tasks - \$4,000

Task 6 is an additional task established for a graduate student capstone project to assist Island County with developing sea level rise guidance.

Grant Tasks 4 and 6 are broken down and explained further in the Project Tasks section below.

Project Tasks (Department of Ecology Grant Tasks 4 and 6)

Project Task A – Staff Initiated Revisions

Since 2015, Planning staff have processed a significant number of shoreline permits and have had the opportunity to identify areas for improvement. This task will be to draft code changes implementing those process improvements and language clarifications. Consultant assistance may be necessary for the more complex issues. These code changes include the following topics.

- Clarifying ambiguous and inconsistent sections of the shoreline code.
- Evaluating the Ordinary High Water Mark (OHWM) determination process for improved efficiencies.
- Evaluating a process for an applicant to request to change their Shoreline Environmental Designation (SED).
- Clarifying regulatory language and permit review processes regarding planting requirements and removal of vegetation/hazard trees within the shoreline jurisdiction.



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- Including references and descriptions of two permit types: Shoreline Exemptions and Shoreline Exemption – Limited Review, within the permit type section of the SMP regulations.
- Establishing a review process, other than a shoreline variance, for specific modifications to shoreline standards, where that specific scenario frequently occurs and currently requires a variance for approval
- Establishing a clear process for emergency bulkhead repairs

Project Task B – Changes to Address Amendments to State Law, Rules, and Guidelines

The Department of Ecology has published a Periodic Review Checklist to assist local jurisdictions in conducting the review of their SMPs. It summarizes amendments to state law, rules, and applicable updated guidance adopted between 2007 and 2017 that may trigger the need for local SMP amendments during periodic reviews and includes the following items. Consultant assistance may be necessary where there are multiple ways the County can address an item.

- cost threshold for substantial development
- definition of "development"
- exceptions to local review under the SMA
- permit filing procedures
- forestry use regulations
- lands under exclusive federal jurisdiction
- nonconforming uses and development
- exemption for retrofitting to comply with the Americans with Disabilities Act
- wetlands critical areas guidance
- 90-day target for local review of Washington State Department of Transportation (WSDOT) projects
- replacement docks on lakes and rivers
- floating on-water residences/homes
- SMP appeal procedures.
- federal wetland delineation manual
- commercial geoduck aquaculture
- option to classify existing structures as conforming
- shoreline restoration project within a UGA
- wetland mitigation banks
- moratoria authority and procedures
- options for defining "floodway"
- fish habitat enhancement projects exemption
- Update applicable critical areas regulations within the Shoreline jurisdiction

Project Task C – Corrections to Shoreline Mapping

Accurate mapping is an essential tool for the implementation of the SMP. Ensuring that shoreline jurisdiction is accurately mapped, particularly when comes to coastal lagoons and brackish wetlands, promotes greater understanding of shoreline jurisdiction boundaries and reduces delays at the permit level. The following describes how hydrology affects where shoreline jurisdiction technically falls.



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- Where coastal lagoons are present, shoreline jurisdiction extends 200 feet beyond the boundaries of that lagoon.
- Where brackish wetlands are present, shoreline jurisdiction also extends 200 feet beyond the boundaries of that wetland.
- Where a fresh water wetland's hydrology is associated with the shoreline environment, the wetland itself falls within shoreline jurisdiction.
 - Shoreline jurisdiction would not extend beyond the wetland boundary.
 - The wetland buffers outlined in the County's Critical Areas Ordinance apply.

Staff has a good understanding of where these areas may not be accurately mapped. In some cases, salinity data has been provided to the County, demonstrating how an area should be mapped. This exercise will not change where shoreline jurisdiction applies, but will ensure that entire areas are correctly mapped so these determinations will not need to be made at the permit level.

The first aspect of this task will involve mostly staff work, identifying areas that are incorrectly mapped, and whether there is enough information available to correct the error. Staff will then create a short list of areas where there is not enough information to correct the map. Consultant assistance will then be utilized to evaluate on-the-ground factors, such as prevalent vegetation types, to inform and confirm the necessary mapping changes. The amount of these on-the-ground verifications will be limited in number and scope.

Project Task D – Changes to Address Sea Level Rise

On July 2018, Sea Grant and the Washington Climate Impacts Group published an updated set of sea level rise projections that incorporate the latest science, provides community-scale projections, and is designed for direct application to risk management and planning.

The Shoreline Management Act (SMA) and the Shoreline Master Program (SMP) Guidelines contain no requirements for SMPs to address climate change or sea level rise; however:

- local jurisdictions are required to take into account the most current, accurate and complete scientific and technical information pertinent to shoreline management issues [WAC 173-26-201(2)(a)];
- local governments are encouraged by the SMP Guidelines to review their shoreline master program and make amendments deemed necessary to reflect changing local circumstances, new information or improved data; and
- local governments are encouraged to consult department guidance for applicable new information on emerging topics such as sea level rise. [WAC 173-26-090(1)].



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The Department of Ecology also will be working to produce guidance for local jurisdictions on sea level rise, in time for this round of SMP updates. This project task will consist of three parts, a set of best management practices for individual property owners, a framework for community based shoreline planning, and finally a monitoring program for tracking the effects of sea level rise. Each of these parts is discussed in more detail below.

Best Management Practices for Sea Level Rise Adaptation

Two University of Washington graduate students will work with Island County staff to develop best management practices (BMPs) that provide a framework for property owners to identify vulnerabilities, determine appropriate mitigation, and manage risk. Property owners will be able to choose from a toolbox of adaptation options that include adaptation strategies for protection, accommodation, and retreat. BMPs will assist property owners in determining appropriate measures to prepare for sea level rise taking into account probability and the property owners' tolerance for risk based on the unique conditions of individual sites and the lifespan of development.

The BMPs will be developed for the Historic Beach, Coastal Bluff, and Canal advisory areas. They will address near term, mid-term, and long term planning scenarios and include strategies for protection, accommodation, and retreat. The strategies will focus on the following private assets:

1. Residential Structures: setbacks, elevation, etc.
2. Septic tanks and drain fields
3. Protective structures and devices (bulkheads, bluff retention devices, seawalls, etc.)
4. Soft shore armoring
5. Private wells and public water systems
6. Private drives

Community Based Planning

The University of Washington graduate students will also work with Island County staff to develop a framework for shoreline community based planning. This framework will provide guidance for the development of coastal resiliency plans for specific shoreline communities interested in establishing long-term adaptation plans to prepare for the effects of sea-level rise. The program components will include guidance on the following:

1. Identifying vulnerable assets
2. Developing strategies for improving resiliency and preparing for the impacts of sea-level rise (community based larger impact projects)
3. Monitoring sea level rise, and establishing thresholds for action with lead times
4. Acquiring financing for implementation actions

Sea Level Rise Monitoring Framework

Consultant services will be utilized to establish a framework for monitoring the effects of sea level rise as it relates to Historic Beach, Coastal Bluff, and Canal advisory areas. The framework will make use of existing monitoring programs and sources of data such as tide gauge data, the My Coast



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App, storm flooding and damage reports, FEMA flood insurance claims, and bluff erosion modeling. The framework will provide baseline data and recommendations for data points and measurements and related timelines for data collection.

Problem Statement

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The community has a plan to develop a shoreline management plan that will help to protect the shoreline and provide a framework for managing the shoreline. The plan will help to protect the shoreline and provide a framework for managing the shoreline. The plan will help to protect the shoreline and provide a framework for managing the shoreline.

Objectives

1. Develop a shoreline management plan that will help to protect the shoreline and provide a framework for managing the shoreline.

2. Develop a shoreline management plan that will help to protect the shoreline and provide a framework for managing the shoreline.

Assumptions

3. Assume that the shoreline management plan will help to protect the shoreline and provide a framework for managing the shoreline.
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5. Assume that the shoreline management plan will help to protect the shoreline and provide a framework for managing the shoreline.

Public Participation

6. Develop a shoreline management plan that will help to protect the shoreline and provide a framework for managing the shoreline.
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Objectives

9. Develop a shoreline management plan that will help to protect the shoreline and provide a framework for managing the shoreline.

Assumptions

10. Assume that the shoreline management plan will help to protect the shoreline and provide a framework for managing the shoreline.
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Public Participation

12. Develop a shoreline management plan that will help to protect the shoreline and provide a framework for managing the shoreline.
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